

**MINUTES OF THE VILAS COUNTY
BOARD OF SOCIAL SERVICES
April 8, 2013**

Present: Alden Bauman, Maynard Bedish, Mary Kim Black, Mark Rogacki, Erv Teichmiller, Kate Gardner, Corinne Hoffmann, Eric Swanson, Visitors: Jason Hilger, Janet Bewley, Jim Galloway

Absent/Excused: None

Meeting called to order at 10:00 AM by Chairman Bauman.

Motion made by Bedish, seconded by Teichmiller, to approve the agenda as published. All voted aye, carried.

Motion by Teichmiller, seconded by Rogacki, to approve the minutes from March 7th and April 1st, 2013. All voted aye, carried.

Introduction of Janet Bewley, 74th Assembly Legislative Representative, to the board. She is concerned about the underfunding of the Northern IM Consortium and indicated she is supportive of the WCA position that no Consortium should be funded under 83%. Discussion followed.

Juvenile Intake Supervisor's Report

The Juvenile Intake Department is down on referrals. Lakeland High School is researching a possible position as truancy officer in their school .

Budget

Budget packet passed out to all board members.

Line Item Transfers

None.

Juvenile Intake Training Requests

None.

Juvenile Intake Property Requests

Swanson discussed another vehicle for his department. Hilger indicated he has suggested the county look into leasing a small fleet of vehicles to be used by all departments with a sign-in procedure for access. Swanson and Hilger will work out options and approach the Public Property Committee with the information they gather.

Fiscal Discussion – Jason Hilger

Hilger attended the Social Service Board meeting to gain more insight and information on the issues the board deals with.

Hilger brought forward the Social Services financial situation and reiterated how well the department has worked through the many turnovers of personnel and the new accounting/case management system. Hilger indicated that the Account Tech II had done a remarkable job of getting up to speed on the very complicated fiscal operation of the department and that she was to be commended for this.

There was discussion concerning the signing of the check registers and why that procedure has been initiated. Hilger asked members if they needed more than the paid checks each month and there was general consensus that they did not.

Hilger initiated discussion around Training Requests indicating that if they are within the budgeted amount they did not have to be approved by the board. The exception would be if it is above the budgeted amount. There was general consensus from board members around this as well.

Report of Organizational Effectiveness – Rogacki

Rogacki reported on the recent Organizational Effectiveness meeting that was held. He indicated that his biggest take-away was that the hiring process, including recruitment and retention belonged with the Director and the Human Resources Manager – that the full Social Services Board did not need to be part of the hiring process.

The next O.E. meeting will be held on May 6th, 9am until 11am and will be a follow-up on the recruitment and retention issues identified as well as the action steps to address them.

Department of Social Services Report

Budget

February 2013 budget packet passed out to be reviewed by members of the Board.

Line Item Transfers

None

DSS Property Requests

None

DSS Training Requests

Motion by Teichmiller, seconded by Black, to approve the training as presented. All voted aye. Carried.

DSS Director's Report

Gardner initiated a discussion on the changes being made by WCHSA with respect to pushing the Human Services Redesign forward. Gardner indicated she was more comfortable with the new approach as were many of the Northern County Directors she has talked with. Gardner indicated it was still very important for Northern Counties to have an ongoing voice in the process. Teichmiller expressed concerns. Rogacki recommended the process be accomplished through Executive Order versus legislatively as it is much easier to change items in executive order.

Teichmiller suggested that a Board member regularly represent Vilas at the Spring and Fall Wisconsin Counties Human Services Counties Association. Gardner indicated this was an important step. Gardner reported that the Spring Conference is in Wisconsin Dells May 8th through the 10th, 2013. Bauman requested Teichmiller attend, and he accepted.

Gardner indicated she will be keeping Human Resources in the loop concerning the Organizational Effectiveness process. Gardner explained that this is a very intensive process that looks at agency culture and functioning over a 6 month period. Gardner stated she had hoped the O.E facilitators could start the process sooner than the projected end of summer or early fall, but the facilitator had identified some things that could be started in the interim.

Gardner advised that she will be working with Jim Galloway to plan and hold a disaster table top scenario. Gardner stated that department workers have not really been given an opportunity to get hands-on clarification regarding their responder role in a disaster, and this exercise would facilitate staff understanding and confidence in their roles in the incident command system. Jim Galloway joined the meeting for this portion and explained the procedure for the table top exercise and the other key agencies who should be represented at the table.

Gardner handed out a fiscal spreadsheet containing information from all of the Wisconsin Income Maintenance Consortia. Gardner pointed out that the Northern IM Consortia has the second lowest cost per case of all of the Consortia. She also drew attention to County Levy % and to Maintenance of Effort figures.

The next meeting is scheduled for Monday, May 13th, 2013 at 10:00 AM.

Motion made by Bedish, seconded by Teichmiller, to adjourn. All voted aye, carried.

Respectfully submitted by Corinne Hoffmann, Subject to committee approval.